



**DEVELOPMENT AND RESOURCE
MANAGEMENT DEPARTMENT
Building & Safety Services Division**

RESIDENTIAL PLAN CHECK PROCESS



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<p>City of FRESNO </p> <p>BUILDING & SAFETY SERVICES</p>	<p>CITY HALL DEVELOPMENT DEPARTMENT</p> <p>2600 FRESNO ST. 3RD FLOOR FRESNO, CA 93721 PH.(559) 621-8082</p>	 <p>Residential Plan Check Process</p>
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NOTICE TO THE PUBLIC: Submission of incomplete plans to the City results in undue plan checking delays and lengthy back check times for both the applicant and city staff. The current edition of the California Building Code, Chapter 1, section 107.2.1 states: “Construction documents shall be of sufficient clarity to indicate location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and all relevant laws, ordinances, rules and regulations.”

ACCEPTANCE GUIDELINES: The following are the minimum document submittal requirements for Residential Plan Check. Front counter staff shall do a cursory review for complete plans suitable for submittal:

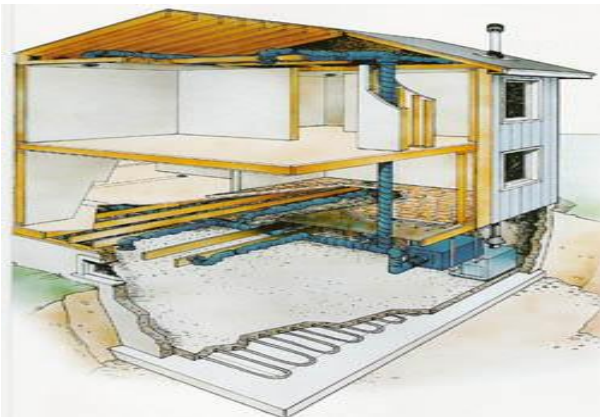
1. Plans must be drawn to a suitable scale for clarity on sheets at least 18"x24". Calculations may be on paper no smaller than 8-1/2"x11". Provide two complete sets of plans. All sheets of the plans shall be signed by the project architect/engineer, designer, or person who prepared the plans.
2. General Information required on first sheet of plans:
 - Architect/Engineer, designer, or person who prepared the plans, address and phone number
 - Owner's complete name, address and phone number

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- Project street address, legal description, and Assessor's Parcel Number (APN)
 - Sheet index of drawings
3. **Site Plan:** Indicate lot dimensions, easements, building setbacks and streets, North arrow, location of the footprint of all structures, drainage patterns and grade elevations to demonstrate drainage water will not be directed to adjacent properties or retained on site.
 4. **Floor Plan:** Fully dimensioned floor plan layout including all rooms and overall building size. Indicate all window and door sizes and types, locations of all plumbing fixtures and kitchen appliances. Include all details for stairways, handrails and guardrails, fireplaces, laundry chutes, and similar features.
 5. **Exterior Elevations:** Provide an exterior elevation of each main view. (4-views minimum) Label orientation of each elevation. (north/south/east/west) Indicate all weather and finish materials. Provide all pertinent dimensions and notations to explain materials and methods of construction.
 6. **Foundation Plan and Details:** Fully dimensioned foundation plan showing location of all bearing footings. Provide footing details with size and depth of embedment, sill plate anchorage, and reinforcement, clearly shown on details.
 7. **Roof and Floor Framing Plans:** Clearly indicate size, spacing and direction of framing for all structural components including beams, rafters, hips and valleys, joists, trusses, bracing, and bearing walls.

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8. **Building Sections:** Provide sufficient building sections to depict the complete nature and extent of construction. Show section cut symbols on floor plan, and framing plans to indicate location of building section provided. Sections shall indicate all structural components such as footings, roof, floor and ceiling framing, wall framing and all construction materials.
 9. **Structural Details:** Provide all applicable structural details for foundation, structural framing and shear transfer requirements, cross-referenced on appropriate sheets of the plans.
 10. **Mechanical Plan:** Indicate location of all mechanical equipment, duct layout and sizes, location of room registers, supply /return air locations, and exhaust fans. Provide an equipment schedule for all mechanical systems listing manufacturer and model number, efficiency ratings, and size and BTU rating.
 11. **Electrical Plan:** Indicate location of all switches, receptacles, light fixtures, main service panel, and any other electrical outlets and fixtures. Provide electrical load calculations to determine the required size of main service panel for all Standard Plans, and when the living square footage exceeds 2000 square feet of living space.
 12. **Plumbing Plans:** Provide complete gas, and water pipe sizing calculations and drawings. Water line sizing shall be based on 35 psi for the system.
 13. **Energy Calculations:** Provide 2-sets of Title 24 energy calculations to verify conformance to the California State Energy Standards.

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14. Structural Calculations: Provide 2-sets of structural calculations, when required, for vertical and lateral load analysis.
 15. Truss Drawings and Calculations: Provide 2-sets of truss drawings and calculations from the truss manufacturer, if applicable to the proposed project.
 16. **STANDARD PLANS** (Master plans for tracts): All of the requirements listed above apply with the following exceptions:
 - Number of sets of plans for submittal shall be “One”
 - Energy calculations shall be provided for compliance with front facing orientation at each of the four directions. (North/South/East/West)
 17. Effective January 1, 2011 all One and Two-family dwellings shall be subject to the provisions of the California Residential Code for an automatic residential fire sprinkler system.



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WHO CAN PREPARE PLANS FOR RESIDENTIAL BUILDINGS:

The preparation of plans, drawings, and specifications for any building, except as described below, by any person who is not licensed to practice architecture in this state, is a misdemeanor punishable as provided in Section 5536 of the Business and Professions Code.

- Single-family dwellings of wood frame construction, not more than 2-stories and a basement in height.
- Multiple dwellings containing no more than four dwelling units of wood framed construction, not more than 2-stories and a basement in height. However, this paragraph shall not be construed as allowing an unlicensed person to design multiple clusters of up to four dwelling units to form apartment or condominium complexes where the total exceeds four units on any lawfully divided lot.
- Garages or other similar structures of wood frame construction, not more than 2-stories and a basement in height.

If any portion of any structure exempted by this section deviates from substantial compliance with conventional framing requirements for wood frame construction found in the most recent edition of Title 24 of the California Code of Regulations or tables of limitation for wood frame construction, as defined by the applicable building code duly adopted by the local jurisdiction or the state, the building official having jurisdiction shall require the preparation of plans, drawings, specifications, or calculations for that portion by, or under the responsible control of, a licensed architect or registered engineer. The documents for that portion shall bear the stamp and signature of the licensee who is responsible for their preparation.